

**Meeting Agenda**  
**SOUTH DAKOTA BOARD OF BARBER EXAMINERS**  
via Microsoft Teams

or Call: +1 605.679.7263, ID: 306 180 270#

March 08, 2022, 10:00 a.m. CST

A=Action  
D=Discussion  
I=Information

- A. Call to Order
- B. Roll Call
- C. **A** – Election of officers
- D. **A** – Approval of Meeting Minutes
  - a. June 22, 2020
  - b. September 21, 2020
  - c. March 29, 2021
  - d. June 28, 2021
  - e. November 29, 2021
  - f. December 06, 2021
- E. **I** – Treasurer's Report
- F. **I** – Meeting & Exam Calendar
- G. **A** – Barber Practical Examination
- H. **A** – Requirements for Exams
- I. **D** – Written Practical
- J. Other Business
- K. **A** – Adjourn – 11:00 a.m. CST

**Meeting Minutes**  
**SOUTH DAKOTA BOARD OF BARBER EXAMINERS**  
Meeting Held Via Teleconference  
June 22, 2020

Secretary-Treasurer Kristy Wright called the meeting to order at 11:15 am.

The roll call was taken and a quorum was established.

**Members Present:** Darrell Deheer, President, via teleconference  
Kristie Wright, Secretary-Treasurer, via teleconference  
Randy Scott, via teleconference  
Alex Jensen, via teleconference

**Members Absent:** N/A

**Others Present:** Graham Oey, Senior Staff Attorney  
Kate Boyd, Executive Director  
Donnie Valderrama  
Jim McGuire  
Cathy Stavig  
Catie Linneman

Alex Jensen made a motion to approve the agenda. Randy Scott seconded the motion.

Randy Scott made a motion to approve the agenda with the addition of testing for barber instructors. Kristy Wright seconded the motion. **MOTION PASSED.** (Jensen yea; Scott yea; Wright yea; (Deheer absent and not voting)

Randy Scott made a motion to approve the minutes of the February 28, 2020 meeting. Alex Jensen seconded the motion. **MOTION PASSED.** (Jensen yea; Scott yea; Wright yea; (Deheer absent and not voting)

The Treasurer's Report showed available funds as of May 31, 2020 of \$3,950.71 and reserve funds of \$32,239.08.

The meeting was open for public comment. Donnie Valderrama, owner of the new South Dakota Barber College gave a brief update on the status of the school.

Randy Scott made a motion to approve the school license renewal application submitted by the South Dakota Barber College. Alex Jensen seconded the motion. **MOTION PASSED.** (Deheer yea; Jensen yea; Scott yea; Wright yea)

Executive Director Kate Boyd stated that the meeting packets included a report of the barber and barber shop license renewals to date. All licenses expire June 30, 2020.

Board of Barber Examiner Minutes  
June 22, 2020  
Page 2

Alex Jensen made a motion to adjourn. Randy Scott seconded the motion. **MOTION PASSED.**  
(Deheer yea; Jensen yea; Scott yea; Wright yea)

The meeting adjourned at 11:30 am.

Respectfully submitted,

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Kate Boyd, Executive Director  
Board of Barber Examiners

**Meeting Minutes**  
**SOUTH DAKOTA BOARD OF BARBER EXAMINERS**  
1601 Cambell St. Suite 1, Rapid City, South Dakota  
September 21, 2020

The South Dakota Board of Barber Examiners met on Monday, September 21, 2020, at 9:00 a.m. at the South Dakota Barber College located at 1601 Cambell St., Suite 1, Rapid City, South Dakota for the purpose of administering State Board examinations.

**Members Present:** Darrell Deheer, President  
Kristie Wright, Secretary-Treasurer  
Randy Scott

**Members Absent:** Alex Jensen

**Others Present:** Five Applicants Taking Exams

The Board began administering State Board examinations at 9:00 a.m. The examinations were completed at 11:55 a.m. Following examination administration, the Board briefly discussed the examination process.

The meeting adjourned at 12:15 p.m.

Respectfully submitted,

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Kristy Wright, Secretary-Treasurer  
Board of Barber Examiners

**Meeting Minutes**  
**SOUTH DAKOTA BOARD OF BARBER EXAMINERS**  
1601 Cambell St. Suite 1, Rapid City, South Dakota  
March 29, 2021

The South Dakota Board of Barber Examiners met on Monday, March 29, 2021, at the South Dakota Barber College located at 1601 Cambell St., Suite 1, Rapid City, South Dakota for the purpose of administering State Board examinations. The meeting was called to order at 9 a.m. MDT by President Darrell Deheer. Roll call was taken by Secretary Kristy Wright with the following individuals present.

**Members Present:** Darrell Deheer, President  
Kristie Wright, Secretary-Treasurer  
Randy Scott

**Members Absent:** Alex Jensen

**Others Present:** Ten Applicants Taking Exams  
Kate Boyd, Executive Director  
Teresa Diederich, Program Assistant

Randy Scott made a motion to go into Executive Session to conduct State Board exams. Darrell Deheer seconded the motion. **MOTION PASSED.**

The examinations were completed at 12:05 p.m. and Executive Session ended.

Randy Scott made a motion to adjourn. Darrell Deheer seconded the motion. **MOTION PASSED.**

The meeting adjourned at 12:05 p.m.

Respectfully submitted,

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Kristy Wright, Secretary-Treasurer  
Board of Barber Examiners

**Meeting Minutes**  
**SOUTH DAKOTA BOARD OF BARBER EXAMINERS**

Missouri River Plaza, Sharpe Conference Room

123 W Missouri Ave, Pierre, South Dakota

and Conference Call

June 28, 2021 10:00 a.m. CDT

The meeting was called to order at 10:00 a.m. CDT by Executive Director Diederich. Roll call was taken by Secretary Kristy Wright with the following individuals present.

**Members Present:** Kristie Wright, Secretary-Treasurer,  
Randy Scott,  
Alex Jensen -- Via Conference Call  
James McGuire

**Members Absent:** None

**Others Present:** Teresa Diederich, Executive Director  
Graham Oey, Board Attorney -- Via Conference Call  
Donnie Valderrama -- Via Conference Call  
Justin Loesch -- Via Conference Call  
Carl Pardee -- Via Conference Call  
Lynn Thompson -- Via Conference Call  
Debbie Jensen -- Program Assistant  
Jessica Doorn -- Senior Secretary

Jensen made a motion to approve the Agenda. McGuire seconded the motion. A roll call vote was taken **MOTION PASSED**. (Wright-yea, Scott-yea, Jensen-yea, McGuire-yea)

Justin

Jim McGuire made a motion to nominate Randy Scott as President. Kristy Wright seconded the motion. A roll call vote was taken **MOTION PASSED**. (Wright-yea, Scott-yea, Jensen-yea, McGuire-yea)

Randy Scott made a motion to nominate James McGuire as Secretary-Treasurer. Kristy Wright seconded the motion. A roll call vote was taken **MOTION PASSED**. (Wright-yea, Scott-yea, Jensen-yea, McGuire-yea)

No changes to the meeting minutes from the March 29, 2021 meeting. Minutes stood approve as presented.

Treasurer's Report was presented.

**Public Comment:** Justin Loesch expressed his welcome to the new barber staff.  
Donnie Valderrama asked about the definition of a barber under SDCL  
36-14-2

Board of Barber Examiner Minutes  
June 28, 2021  
Page 2

Executive Director Diederich presented on the NIC Aurie J. Gosnell Scholarship. Director Diederich reported there was one complaint case pending and renewal season went well. Update on renewals, 121 barbers renewed and 96 barber shops.

Board held general discussion on examination including selection of exam company, expected demand for examination of students graduating, and adding more exam dates.

Board members reviewed the dates for the Meeting & Exam Calendar, no changes were made.

Executive Director Diederich presented on board policy surrounding SDCL 36-14-28. Discussion was held concerning the instances when a separate shop license is required. Attorney Oey gave the opinion that a separate shop license should be required when the shop owner does not want to bear all responsibility for another licensee's space. Discussion was held, no decision made.

Wright made a motion to approve the renewal application of the South Dakota Barber College, McGuire seconded the motion. A roll call vote was taken **MOTION PASSED**. (Wright-yea, Scott-yea, Jensen-yea, McGuire-yea)

No other business.

McGuire made a motion to adjourn. Scott seconded the motion. A roll call vote was taken **MOTION PASSED**. (Wright-yea, Scott-yea, Jensen-yea, McGuire-yea)  
The meeting adjourned at 11:25 a.m.

Respectfully submitted,

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Kristy Wright, Secretary-Treasurer  
Board of Barber Examiners

**Meeting Minutes**  
**SOUTH DAKOTA BOARD OF BARBER EXAMINERS**  
November 29, 2021  
Meeting held via Microsoft Teams

President Randy Scott called the meeting to order at 9:00 a.m. CST.

James McGuire read the roll and a quorum was established.

**Members Present:** Randy Scott, President  
Kristy Wright, Secretary-Treasurer  
James McGuire  
Alex Jensen

**Members Absent:** N/A

**Others Present:** Bradi Stampe, Executive Director  
Graham Oey, Senior Staff Attorney  
Donnie Valderrama, South Dakota Barber College

McGuire made a motion to approve the agenda. Scott seconded the motion. **MOTION PASSED.**

McGuire made a motion to approve the minutes of the August 2, 2021 meeting as presented. Scott seconded the motion. **MOTION PASSED.**

Stampe reported that as of October 31, 2021, the available funds balance was \$7,895.34 and the cash center balance was \$33,139.19. Oey quickly briefed the board members with the details of the entire treasurer's report.

Stampe confirmed the start time of barber exams will be 9 a.m. MST in Rapid City on December 6, 2021.

Discussion was had among the members regarding the current barber practical exam. Many ideas were presented and discussed. A task force may be created to begin working on updating the current practical exam. It was unanimously decided to table this topic until the next scheduled board meeting.

Scott made a motion to adjourn. McGuire seconded the motion. **MOTION PASSED.**

The meeting adjourned at 10:17 a.m. CST.

**MEETING MINUTES**  
**SOUTH DAKOTA BOARD OF BARBER EXAMINERS**  
1601 Cambell St Ste 1, Rapid City, South Dakota  
December 6, 2021

The South Dakota Board of Barber Examiners met on Monday, December 6, 2021, at the South Dakota Barber College for the purpose of administering state board examinations. The meeting was called to order at 9:11 a.m. MST by President Scott. Roll call was taken by Secretary Wright with the following individuals present:

**Members Present:** Randy Scott, President  
Kristy Wright, Secretary-Treasurer  
James McGuire

**Members Absent:** Alex Jensen

**Others Present:** Seven Applicants Taking Exams  
Seven Applicants' Models  
Bradi Stampe, Executive Director  
Debbie Jensen, Program Assistant  
Donnie Valderrama, SD Barber College, Owner

McGuire made a motion to go into Executive Session to conduct state board exams. Wright seconded the motion. **MOTION PASSED.**

The examinations were completed at 12:50 p.m. and Executive Session was ended.

Wright made a motion to adjourn. Scott seconded the motion. **MOTION PASSED.**

The meeting adjourned at 12:54 p.m. MST.

February 2022

BA1409R1

STATE OF SOUTH DAKOTA  
CASH CENTER BALANCES  
AS OF: 02/28/2022

PAGE 169

AGENCY: 10 LABOR & REGULATION  
BUDGET UNIT: 1032 BOARD OF BARBER EXAMINERS - INFO

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	1032000061804	1140000	25,148.40	DR	BOARD OF BARBER EXAMINERS
COMPANY/SOURCE TOTAL 6503 618			25,148.40	DR *	
COMP/BUDG UNIT TOTAL 6503 1032			25,148.40	DR **	
BUDGET UNIT TOTAL 1032			25,148.40	DR ***	

25,148.40 DR \*\*\*

# 2022 CALENDAR

## BOARD OF BARBER EXAMINERS State Board Examinations & Regular Commission Meetings

March	21	Monday	State Board Practical Exams	Rapid City
March	24	Thursday	State Board Theory Exams	Pierre
<b>April</b>	<b>27</b>	<b>Wednesday</b>	<b>Board Meeting (video conference)</b>	<b>9:00 am CT</b>
June	20	Monday	State Board Practical Exams	Rapid City
June	23	Thursday	State Board Theory Exams	Pierre
<b>August</b>	<b>17</b>	<b>Wednesday</b>	<b>Board Meeting (video conference)</b>	<b>9:00 am CT</b>
September	26	Monday	State Board Practical Exams	Rapid City
September	29	Thursday	State Board Theory Exams	Pierre
December	05	Monday	State Board Practical Exams	Rapid City
December	08	Thursday	State Board Theory Exams	Pierre
<b>December</b>	<b>21</b>	<b>Wednesday</b>	<b>Board Meeting (video conference)</b>	<b>9:00 am CT</b>

Note: Calendar is subject to change throughout the year

# South Dakota State Board of Barber Examiners

## Examination Applicants Exam Instructions

Read these instructions carefully – The Board may fail any applicant that does not follow these instructions.

### Hands-On Practical Examination:

All applicants must furnish their own model as well as a mannequin head. You will use the kit that has been provided to you by the school. The exam is approximately four hours in length.

You will be required to demonstrate:

- proper work area prep
- haircut
- blood exposure
- face and neck shaving
- chemical wave
- hair color

### Theory Examination:

This examination will be administered on a computer at the Board of Barber Examiners office, located in Pierre. You will have 90 minutes to complete the exam. Pierre goes by central time zone – plan accordingly for the time difference.

### General Information:

Applicants should arrive 15 minutes prior to the examination. Doors will be locked, and no admittance will be allowed after start time. Failure to show up on time will result in a forfeiture of your exam fee.

All electronic devices (phone, camera, recorder, iPod, iPad, headphones, etc.) should be left in applicants' vehicle during examinations.

No study materials are allowed in the examination area.

Do not leave the examination area without permission.

No family members, friends, barber instructors, etc will be allowed in examination area.

To pass the examination process, you must score at least a 75% on both exams.

**Come prepared with your Exam Admission Notice and a form of ID (drivers license) to BOTH exams. Failure to bring both of those, will result in a forfeiture of your exam fee and you will not be allowed to test.**

*(Admission notices are mailed out two weeks before the hands-on practical examination).*

## Barber Exams Model Requirements:

### Model requirements:

- Model use is subject to board approval. (Applicants are encouraged to provide photos of the model's head from the front, each side, and back to obtain preapproval)
- Model hair must be **at least** 3 inches of hair on the top and 1 inch of hair on all sides of head.
- Facial hair must be at least  $\frac{1}{4}$  inch long, this includes sideburns, cheeks, above and below the lips, chin, and neck.
- Only one model allowed. *Applicants may request approval to use a different model for the shave and facial portion of the practical.*
- Applicants are encouraged to have a back- up model "on call" for the examination. The Board reserves the right to reject models.
- Replacement model. If a model fails to appear the applicant may attempt to find a replacement model. No additional time will be given to search for a replacement model.

Models cannot be retired or current licensed: barbers, cosmetologists, educators, or anyone else in the field.

**Hands-On Practical:** 12/6/21 exam for example

\$300 Facility Rental

\$60/day (including day of travel) for each Board Member

Jim: \$120

Kristy: \$120

Randy: \$60

Reimbursement for meals, mileage, and hotel

Randy: \$50.12

Kristy: \$363.91

Jim: \$450

Bradi's pay: roughly \$200

Bradi's meals, mileage, and hotel: \$194.72

Debbie's pay: roughly \$200

Debbie's meals: \$20 (drove state vehicle – left morning of)

**Total: \$2,078.75**

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**Written Practical:**

\$18/exam (theory and written) (4 students/2 exams) = \$144

Debbie's time: \$20 x 4 hrs = roughly \$80

**Total: \$224**

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4 Barber Exams Schedule for 2022 = roughly \$8,315 (using Hands-on).

4 Barber Exams (written) = \$896

FY21 Barber Income = \$26,802.66